**GHANA INSTITUTION OF ENGINEERING (GhIE)**

***2022 CPD COURSES AND SEMINARS***

***VIRTUAL / HYBRID COURSES FOR JUNE 2022***

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| **No.**  | **TOPIC**  | **PROPOSED DATE**  | **COURSE CONTENT**  | **RESOURCE PERSON**  | **VIRTUAL COST /****PERSON** | **HYBRID COST /****PERSON** |
| **1.** | **MS Project Course** | June 6 – 8 (3 Days) |

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| * Introduction to MS Project
 | * Formatting and Sharing information
 |
| * Task creation and scheduling
 | * Using My Computer within Project
 |
| * Scheduling Tasks
 | * Opening a Template
 |
| * Using task views
 | * Advanced Views
 |
| * Resources
 | * Creating Reports
 |
| * Working with Tasks
 | * Creating Visual Reports
 |
| * Linking Tasks
 | * Managing Resources and Costs
 |
| * Completing Tasks\Working with Variances
 | * Finalising the Plan
 |
| * Resources
 | * Creating Reports
 |
| * Tracking
 |  |
| * Analyse and adjust a schedule
 |  |
| * Reporting
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 | Mrs. Jean Beeko Asare is the lead trainer for Sterling Projects Group Limited. Jean has managed projects using the PRINCE2 methodology in 1998 for the Foreign and Commonwealth Office and Home Office in the U.K. She also implemented a Human Resource System for Energy Company (Transco) in England. She trained staff at Unison and implemented the Project Support Office in the Company and managed projects using the PRINCE2 Methodology.In Ghana she has trained staff from different agencies from financial institution, construction companies and government companies on PRINCE2 methodology, Microsoft Project and Primavera. |  | **GH¢1,800** |
| **2.** | **Technical Report Writing**  | June 9 & 10 (2 Days) | * Report Structure and Formats
* Writing Style and Language
* Presentation of Information

Textual (Descriptive)-Graphical, Numerical and Types of Summary | Dr. Kobby Mensah, PhD from the University of Sheffield, UK. He is a leading expert in Communication | **Gh¢700** | **GH¢1,200** |
| **3.** | **PLC Level II** | June 13 – 14 (2 days) |

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| * Introduction
 | Programming PLCs |
| * Components of PLCs
 | * Memory Structure of Allen‐Bradley PLCs
 |
| * PLC Types
 | * Addressing
 |
| * Input / Output Devices
 | * Introduction to Ladder Diagrams
 |
| * PLC Operation Cycle
 | * Introduction to PicoSoft
 |
| * PLC Operation Modes
 | * Writing, Editing and Simulating Ladder Logic in PicoSoft
 |
| * PLC Application Consideration
 | * Introduction to RSLogix 5000
 |
| * PLC Applications
 | * Introduction to RSLinx
 |
| * Advantages of PLCs
 | * Examples
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 | Jephthah Afedzi Baidoo is a seasoned Automation and Controls Engineer with Process and Plant Automation Ltd., a subsidiary of The Automation Ghana Group. His expertise is in the areas of Process Automation, Building Management Systems (BMS), Home Automation and Software Development.Jephthah holds a degree in Electrical Engineering, from the Kwame Nkrumah University of Science and Technology (KNUST), and has handled many complex industrial automation jobs, working with boilers, reverse osmosis plants, fridge plants, water treatment plants, tank gauging systems and many more. He has leveraged all the experience gained on the field to expertly handle trainings over the years for both beginners and professionals in the area of industrial automation, focusing mainly on PLC/SCADA systems. | **Gh¢1,000** | **GH¢1,300** |
| **4.** | **Managing People for Results** | June 14 (1 Day) | * The concept of Management
* Personality types and impact on management
* Functions of Management and Competencies required for effective Management of people

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| --- | --- |
| * Decision-making
 | * Planning and Organising human and others resources to deliver results
 |
| * Communicating for results
 | * Motivating people
 |
| * Controlling work and people to achieve specified results
 |  |

 | HRP Consult | **GH¢350** | **GH¢500** |
| **5.** | **Revit MEP for Mechanical, Electrical and Plumbing Engineers** | June 20 – 24 (5 days) | * Autodesk Revit MEP is part of Autodesk’s BIM (building Information Modelling) software profolio and is designed for mechanical, electrical and plumbing engineers working either in isolation or as part of a BIM project
 | Cab Royale Ltd | **Member GH¢1,000****Non-Member GH¢1,200** | **Member GH¢1,200****Non-Member GH¢1,500** |
| **6.** | **Construction Management Course** | June 29 – 30 (2 Days) |

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| * Types of contracts
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| * Bidding and award procedures
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| * Construction planning and scheduling
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| * Dispute resolution
 |
| * Insurance and bonds
 |
| * Construction management vers us general contracting
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| * Construction budgets, cost estimating and control
* Monitoring Financial control s systems
* Safety
* Estimations of bills of quantity and reporting
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 | Ing Daniel Bainsonhold BSc Civil, MSc(Birmingham, UK) and Fellow of the Ghana Institution of Engineering (GhIE). He is also the Managing Director of Bainson Enterprise.He served two terms as the Vice President / Honorary Treasure GhIE. He has over 35 years professional engineering experience.Since 2016 he has been GhIE representative on Department of Feeder Roads – Entity Tender Board. Rev. Senyo, Chief Quantity Surveyor  | **GH¢700** | **GH¢1,200** |

**Reservations may be made by:Tel: 0540502347 / 0277795400 or 0302 -760867/8, or Email: jacbeecham@ghie.org.gh and copy ghiecentre@yahooo.com.**